

## **REQUEST FOR QUALIFICATIONS: PROGRAM MANAGEMENT SERVICES**

**Pursuant to Alabama Act No. 2001-956**, Calhoun Community College seeks proposals from qualified professionals licensed to conduct business in the State of Alabama to provide professional **PROGRAM MANAGEMENT SERVICES** for the Huntsville Campus Roof and Wall Restoration and Renovation Project.

**Project General Description:** The scope of this project includes extensive exterior renovations to the Sparkman Building, an approximately 230,000 SF facility, on Calhoun Community College's Huntsville Campus.

**Qualifications:** Calhoun Community College will select the most qualified program management professional. Applicants must demonstrate successful experience providing program management services for all phases of project delivery for higher education clients. These services include but are not limited to estimating and quality control to include daily field coordination with the contractor, architect and college personnel. Specifically, applicants must provide and / or demonstrate the following:

- A. Applicant firms must clearly demonstrate a considerable body of successful experience providing program management services for all phases of higher education capital projects with construction values ranging from \$50,000 to \$20,000,000. This requirement, and those that follow, shall apply to both the firm and to key personnel to be assigned to the various projects.
- B. Applicant firms must demonstrate success managing the pre-design phase of capital projects (programming and designer selection) for higher education projects with construction values ranging from \$50,000 to \$20,000,000. Applicant firms must describe, in detail, the processes and procedures utilized to manage, on behalf of higher education clients, the pre-design phase of capital projects.
- C. Applicant firms must demonstrate success managing the design phase of capital projects for higher education projects in the State of Alabama with construction values ranging from \$50,000 to \$20,000,000. Applicant firms must describe, in detail, the processes and procedures utilized to manage, on behalf of higher education clients, the design phase of capital projects.
- D. Applicant firms must demonstrate successful cost control of capital projects during the design phase and must describe, in detail, the processes and procedures utilized to control costs, on behalf of higher education clients, during the design phase of capital projects.
- E. Applicant firms must demonstrate a thorough understanding of Alabama's Competitive Bid Laws with regards to procurement of capital improvement projects.
- F. Applicant firms must demonstrate successful management of capital projects during the construction phase of capital projects. This includes both successful project management and successful field management.
- G. Applicant firms must demonstrate successful project closeout for higher education clients in the State of Alabama, including successful warranty period management.
- H. Applicant firms must list, by name, those employees of their firm who hold the Certified Construction Manager (CCM) certification issued by the Construction Management Association of America and the Certified Professional Estimator (CPE) certification issued by the American Society of Professional Estimators.

All applicable State of Alabama Building Commission documents and procedures, as well as any other applicable requirements from funding sources, shall be utilized on these projects. Act 2001-955 requires a disclosure statement to be completed and filed with all proposals, bids, contracts, or grant proposals submitted to the State of Alabama in excess of \$5,000.

**Act 2011-535 (Alabama Immigration Law)** imposes conditions on the award of State contracts. Those requirements are effective 1 January 2012 for contracts receiving State funds. Proposers must agree to fully comply with the Immigration Reform and Control Act of 1986, as amended by the Immigration Act of 1990, and the Beason-Hammon Alabama Taxpayer and Citizen Protection Act. Architects and Engineers should review and adhere to these guidelines as appropriate to their project type. For additional information on this subject, please refer to the Alabama Building Commission's bulletins.

**Response:** Interested professionals should submit 5 (five) copies of proposals. Proposals must include a letter of interest, a completed GSA Standard Form 330, and a State of Alabama Disclosure Statement along with any other relevant information to the following:

Calhoun Community College  
Attention: Bruce Causey

Mailing Address:  
P.O. Box 2216  
Decatur, AL 35609

Shipping Address:  
6250 US Hwy 31N  
Tanner, AL 35671

Proposals must be received no later than 4:00 PM, November 20, 2019.

This request for proposals is not an offer to contract but seeks the submission of proposals from qualified, professional respondents that may form the basis for the negotiation of a contract or agreement. At least three firms will be selected from those submitting proposals for further and more detailed evaluation and review by a committee of representatives from the College. Calhoun Community College reserves the right to reject any or all proposals and to solicit additional proposals, through the RFP process, if that is determined to be in the best interests of the State of Alabama.

Any questions should be directed to Bruce Causey via e-mail at [bruce.causey@calhoun.edu](mailto:bruce.causey@calhoun.edu).